

## COMMITTEE ON COMMUNITY IMPROVEMENT

**April 12, 2004**

**7:00 PM**

Chairman O'Neil called the meeting to order.

The Clerk called the roll.

Present: Aldermen O'Neil, Shea, Garrity, Smith, Lopez

Messrs.: J. Brennen, D. Prew, M. Sliney, K. Sheppard, R. MacKenzie,  
S. Maranto, R. Ludwig, Officer O'Keefe, K. Dillon

Presentation on the GIS System.

Ms. Diane Prew stated I have Jayson Brennen with me from Camp Dresser & McKee. Jayson is our consultant on this project and has been working with us for over a year now. We would like to take this opportunity to bring you up-to-date on this project. I know you have a very busy schedule so we have a brief slide presentation and then we would like to show you a live demonstration. I will let Jayson begin.

Mr. Jayson Brennen stated we were here about a year ago in the early summer and we are going to give you an update of what has happened in the past year as far as the GIS system is concerned. For those of you who are new to GIS and to the Board, what GIS is, in its simplest form it is a computerized mapping system that allows cities and towns to take the thousands of maps that they have stored in paper records and put it onto a single computer system so that it is usable by everybody. Since last summer with the GIS in Manchester we completed new aerial photography to update the aerial photography that was completed in 1995. Using that aerial photography, we updated base mapping, which means new roads, new buildings, new features that they can see from the air were mapped. New digital orthophotos were developed and I will show you what they are in a minute and basically what they are is computerized aerial photographs. All of the parcels in the City were mapped and put into the computer. Existing GIS data layers that we had out there from the Planning Department and Highway, water bodies, zoning, sewer pipes, and drain pipes were all put into the system. We installed a

web application that is available to users within the City's network to allow you to access all of this mapping data with a web browser and we installed a bunch of hardware and software. The basic gist behind the aerial photography just to go through some things that were completed, we have the before and after shots. You can see this is Wellington Hill over here before from the 1995 aerial photography there were roads missing and they were updated as of 2003. You can see on Wellington Hill there are a couple of new roads up there and new buildings. Zoom in on a closer look and it is kind of hard to see on this screen but they actually captured new features as well such as driveways, fire hydrants, a lot of the utility features in the road like phone polls, manholes, and catch basins. We also acquired what they call new digital orthophotography, which replaces orthophotography that we got from AT&T that was based on the year 2000 aerial fly over. This is a portion. There is a screen shot of both downtown Manchester...right there is the spot where the Verizon was to be put and here it is right now put in. This new orthophotography might not look great on the screen here but on my computer screen you can zoom in very close and you can actually make out the type of the car. It has what they call a quarter foot pixel resolution so when you zoom in really close and you start seeing the square they are like three inches apiece. It is very fine detail and you can zoom in very close. They are of excellent quality. Also this year and I will give out a couple of handouts here, we took the City's 900+ tax maps and computerized them and put them into a single, seamless, city-wide tax map. So all of the 28,000+ pieces of property, there are about 33,000 including condos, but all 28,000+ pieces of property were taken from these maps that are literally 50 and 75 years old and maybe even over 100 years old, stitched them all together to create a new set of seamless, City-wide tax maps. That is a shot from far out. Zooming in a little bit closer you can see there are all kinds of notes and scribbling and stuff like that on these maps. They were all cleaned up and put into a citywide base map. Now some little facts about this process are over 28,000 parcels were mapped. They were tied into the assessing database. We click on a piece of property and it comes up and tells us who owns it, what the value of the property is, and what the uses are of the property. We then developed an application that is available using a web browser that allows people to go on to the web browser within the City's network and get any parcel information using the web browser, clicking on a lot, finding out who owns it, doing an abutter's list, bringing up that abutter's list, sending that abutter's list out to an Excel spreadsheet. General tax mapping and planning information is all available from there. Now through this process of automating the parcels within the City we found many untaxed parcels, as well as many parcels that were undertaxed that, for example, might have said there is a 10,000 square foot lot but the lot was actually made up of four 10,000 square foot lots, therefore, totaling 40,000 square feet. An initial value of those lots that were found were about \$3.6 million that could potentially be added into the tax base based on what we have here. The Assessing Department did an excellent job

going through the maps, finding areas that were potential problem areas, researching those and coming up with these numbers. This will add how much to the tax base Diane?

Ms. Prew responded at the current tax rate it is estimated that it could add about \$87,000 per year to the tax revenue.

Mr. Brennen stated once the parcels were completed we added in information that was already existing in other departments like zonings, wards, historical property locations, many different highway and planning layers like snowplow routes...all of this information was taken from all of the various City departments in their various forms, put into the computer system and allowed to be accessible by all of the departments. Now the GIS is currently being used and I would even call this in its draft form by many City departments. Highway and Planning rely on GIS every single day. Highway uses the GIS for engineering design work and managing their snowplow routes. Planning has dozens of special projects going on and they use it continuously throughout the day. The Building Department is already using it for generating abutters lists and are saving 5-10 man hours per alone just generating abutter's lists. The Fire and Police Departments are looking into tracking crime locations and where the incidents are. The Water Department has a whole GIS system set-up over there where they are tracking all of their inventory. The Airport will soon be using this for their noise program. Parks are going to be mapping out individual parks and the features in the parks like the benches and things like that so they can track maintenance issues and so on. In the near future what we are looking to do over the next six months or so is to wrap all of this data together that we are gathering right now and develop enhanced web applications for users so anybody on the City network can go into their web browser and do their abutter's list, find out what size pipes are in the area, what is the zoning for a particular area...they will be able to go in and grab that information quickly. We will be developing extensive Highway, Planning, Police and Fire applications, one of which is like a vehicle location system for tracking crime and all of the information will be tied into the City's HTE system and assessing system so that we will be able to query out the assessing system and HTE system and get information back as a map. Show me where all of the City owned lots are and that information will pop up on the screen. Show me where people owe X amount of taxes and that information will be able to pop up on the screen. That is in general what is going to be happening over the next month or so.

Ms. Prew stated what we are going to show you now is actually off of the live database. Jayson will be showing you a number of the features that are available right now. I would say that the system is still, as Jayson said, in a draft mode. There are lots of additional areas that we will be working with as the departments

start to look at the data and start to see what they will be able to do with it. Once we finish this part of the presentation I would certainly be glad to answer any questions that you may have.

Mr. Brennen stated right now what we have at the City if you go on to the City's network is this web application here that allows us to get to a bunch of the information that is in the GIS right now. We have a bunch of simple searches up here that allows us to search by an owner name. I click on that and it says Smith up there. I click on it and it goes to the database and gives me a list of all of the Smiths that are in town. If I click on one of these it will go right to the piece of the property, give me the assessing information related to that piece of property as well as the outline of the parcel and other basic land mapping features. If I want to find out who the neighbor is, I just click on that piece of property and it gives me the information there. I am going to zoom back out to the entire map and run through a couple of different views that we have here. I can either search by any of the search criteria that we have up on the screen or I can search by zooming in to a piece of property or an area and picking that. Now I am in this area by Nutt's Pond. Home Depot is over here and South Beech Street is right here. What we have is I can zoom in and drill down to the piece of property or I can use these things that we have called quick maps and there are a number of different quick maps. If I want to see ward mapping in this area I just click on wards. If I want to see what the zoning is in this area, I click on zoning and it turns on the zoning information for that area. If I want to see the aerial photo for this area, I click on aerial photography and it goes out, gets it and brings in the aerial photography for the area. You can zoom in a little bit closer and it calls up the information. Again, the screen doesn't do it justice. These are actual photos of the houses as you can see them from the air. I will zoom out just a tad and show you a little bit more information. Let's go down and look at the sewer information for that area. I can zoom in a little bit closer and I have all of the sewer pipes, the pipe sizes, what direction they flow and all of this information is available from anybody from any department right now. Now if we have a person that comes in like in the Building Department just to show you one example of how they are using it and this person wants to put on a deck or something and needs a permit there is a little button up here that says quick tools that allows us to find abutters, take measurements, and select pieces of property based on an irregular area. I can say find parcels. Let's find them within 300' and let's grab the data for those as well so that is everybody within 300' and what I just did there literally within 5 seconds is something that takes a person here at City Hall hours to generate. So there is our map of everybody within 300'. This right here is the scroll list of everybody within 300'. If I wanted to view this information as a table. I can bring it up as a table and get a list of everybody. If I want to download it and I don't know what this is going to do because I don't know if you have Excel on your computer but if you have Excel on your computer, this information will all pop up into an Excel

spreadsheet. So all of that information on all of those abutters just popped up right here on an Excel spreadsheet. This can then be generated into mailing labels and put out to the public. What we are going to do over the next few months here is finalize the parcel information. You will notice all of the pieces of text on there. All of the parcel information will be put onto this system so you will be able to see the meets and bounds and things like that of every single property as well. Eventually over the next six months we will be adding in the water system information onto this database.

Alderman Lopez asked has the Assessor's Office computer been updated with the new aerial photography to identify the house and what is there for permits and things like that.

Ms. Prew answered the new aerial photography has not been loaded on the system. What you are seeing today is still the old aerial photography. It is in the works right now.

Alderman Lopez asked when do you think they would get that in their computer.

Ms. Prew answered that should be completed...

Mr. Brennen interjected the aerial photography firm started the project in about October and it is a big process of looking at all of these photos and adding in driveways and things. They expect that they will be done in May and we expect to see something in early June so about a month and a half or so.

Alderman Lopez stated the last time you made the presentation you said you could actually pick out the house and the trash cans and everything that has been added to that house if there was a permit at the Building Department.

Mr. Brennen responded if somebody wants to do that, they certainly will be able to do that.

Alderman Lopez stated the last time we talked about it you were going to go back Diane and work out something as to whether or not because we are saving hours when people want this information, the public portion of it, as to whether there was going to be a charge.

Ms. Prew responded yes. We will be working with the individual departments once the data is available to determine what is appropriate to be made available to the public and they will be working out a fee schedule, which will be reviewed with the Aldermen.

Alderman Lopez asked so if I went to the Highway Department to get a map I would pay for that. Kevin, how much is a map? \$5. So you are going to calculate this new system that is going to be faster and generate that map for me in seconds so to speak so it might be more than \$5 or something along that line? When do you think the charge could be implemented? In 2005 or 2006?

Ms. Prew answered I would say that we would plan to have this ready by 2005. The cost...

Chairman O'Neil interjected be careful what you tell him Diane.

Ms. Prew stated the actual cost for the items will be dependent on how the data is bundled together and really researching what the traffic will bear in terms of what it costs to produce the information and the value that it has.

Alderman Lopez asked if you take all of the City departments like Assessor, Highway and Parks that generate documents now and if it is going to be implemented in 2005 somewhere along the line somebody has to do a complete cost...they have to count the revenue coming in now as to the number of copies they sell to the public so somebody is going to have to do a cost generated revenue if it is going to be higher or what it is going to be.

Ms. Prew responded I think that would still remain with the individual departments. I mean the Information Systems Department...we don't disseminate any information to the public. We do it all through the departments that are responsible for the information. We would work with the Assessors Office certainly to help them determine what fee should be attached to it.

Alderman Lopez asked so the department would make that determination and you indicated that you can do it in 2005 so they will have everything that you have in their computer by...like the Assessor's will have all of the aerial maps for example...

Ms. Prew interjected well everything that you saw here today is available to all departments that are on the network and that information is constantly being added to. It is not that it all comes in one bundle. As the materials are completed they are added to the system so the system is constantly moving towards its completion.

Alderman Porter stated I have a comment. Having worked in the Assessor's Office for 22 years and just retiring a year and a half ago this is high tech compared to an old cigar box and I want to commend them and I certainly hope the City will go along with this. One question Diane. Is it possible at some point once it is installed in the City...I can see that being a potential revenue generator

for the public. You have brokers, appraisers, bankers, credit people and bank people who may want to utilize this system on a pay basis and I think it would be worthwhile. I think that could substantiate a tremendous amount of revenue for the City.

Ms. Prew responded that is certainly possible. We can work that out. The technology is there that would allow us to do that.

Mr. Brennen stated there are some communities that provide this information to the public for free and then have another type of system that is similar to this that dives in deeper that the appraisers might want for a fee type basis. In a lot of communities that has worked out pretty well as doing simple things like putting this information like tax maps on CD's and handing them out or selling it to people as well and that has worked out pretty well. It is pretty straightforward to do.

Chairman O'Neil asked could you provide for us at some point a list of maybe what some other communities have done with this.

Mr. Brennen answered yes. We have lists like that made up for many towns in New England.

Chairman O'Neil stated the only thing I would caution against is I think it is great to talk about revenue but I would caution against us trying to rush into something. We are still crawling, walking and then running. I think it would be safer to say that maybe by 2006 we would be up and running.

Ms. Prew responded in its entirety and you can really say that it will never be finished. It is a project that constantly will be enhanced.

Alderman Roy stated Diane what we are seeing today on the Manchester web GIS, I heard you say that is available to all departments right now.

Ms. Prew answered yes it is.

Alderman Roy stated I do want to commend you on that \$3.6 million of found property. By my numbers it came to \$95,000 in tax revenue so this may clean up as my assessing friend alluded to a very outdated system. So when you look at this and I will ask this very directly, I have been asking what the tax base is for Ward 1 since I was elected. Is this system capable of doing that number?

Mr. Brennen answered quite easily yes. If you want that question answered we

could answer that question. We can just outline Ward 1 and it will give us a list of all of the properties in Ward 1 and then we can total them up. That is very simple.

Alderman Roy stated that is a question, Chairman, that has been three months in coming so it should save quite a bit of man time.

Alderman Smith asked could you or is it possible to have utilities like gas or anything underground like telephones...could you implement those because they go to various City agencies when they take out a permit to excavate. Could you do that?

Ms. Prew answered it is possible to do it. I am not sure that those utilities would be willing to give us that information.

Mr. Brennen responded that is exactly right. Sometimes the utilities will give you the information and sometimes they won't. It would have to be a negotiation between us and the gas company and the other utilities in the area.

Alderman Smith asked but it is possible.

Mr. Brennen answered yes it is possible. Some of them do have systems that are compatible with this system.

Alderman Lopez asked, Diane, are the departments going to be responsible to update all of the information you are providing or is that going to be something that is special in your department that is going to do that.

Ms. Prew answered it will be a combination of things. There are a number of departments that have staff that are very capable in this area and will be taking care of their own like the Planning and Highway Departments. There are other departments that might have a need on a sporadic basis and would need assistance from the outside. Eventually we will be coming back to you and asking for an individual, a GIS Administrator, to oversee the entire system because this is going to be very, very large and as I said it is a continuing process that is going on. The City will need to have some specialized technical assistance. In the meantime, Jayson with his firm are providing us that assistance at this time.

Chairman O'Neil asked how do you control who has access to what information.

Ms. Prew answered we do that through security. Just like any other system people have passwords and they can be given various levels of access.

Chairman O'Neil asked is it all or nothing or can you break it into different areas.



Ms. Prew answered it can be broken down into different areas. Actually what will happen is various departments will have responsibility for certain layers like the Assessor's Office has responsibility for the parcel maps. Nobody else will be able to change anything on those but they will be able to view them.

Chairman O'Neil stated Jayson you said something about not being quite ready for emergency services or something to that effect. How could this presently as it is today or maybe what is planned down the road, be useful to the Police or Fire Department?

Mr. Brennen responded well the Police Department is looking at implementing a crime mapping system, which will tie into their incident reporting system that will allow them to track crimes up here. Like we were showing layers for sewers and parcels there will be a layer for where the crimes are happening.

Chairman O'Neil asked how far away is that.

Mr. Brennen answered they are actually looking at software now to do that. I don't know if they have gone ahead and purchased it yet or if they are just in the process.

Ms. Prew stated they haven't purchased it yet. They are actually, I believe, in negotiations over a contract. We had asked Jayson to take a look at it to see if it was compatible with the system before we gave the okay on that but they are very close. If everything fits, they will be purchasing that.

Chairman O'Neil asked how about an example for the Fire Department.

Mr. Brennen answered the Fire Department would be the same type of scenario like where their incidents are happening. A lot of Police and Fire Departments now are putting vehicle location systems on their vehicles so that you can actually see where DPW trucks, Police and Fire trucks are on the screen. You can have it up here and you could see little dots roaming around the screen. That is another thing that Manchester, as well as a lot of other cities are looking into.

Ms. Prew responded we have actually gone out to bid for that at this point. Fire is very interested in it and once they have some firm numbers they are looking at grants or whatever to raise money. The Water Department is very interested in it and Police has been reviewing that.

Chairman O'Neil asked could some of that be a policy decision that needs to be made here though about whether that is the best use of funds. To be honest with

you, I don't see an upside to it. I don't need to know where a fire truck is. The fire truck is either at the firehouse or at the call. I don't need to know where it is in between.

Ms. Prew answered well I wouldn't want to speak for Chief Joe Kane and I think it would probably be best to speak with him about that. I know that he is very interested in time of arrival and in being able to dispatch vehicles more efficiently but I would really rather have him speak to that.

Chairman O'Neil asked have any of the departments committed to the vehicle location system.

Ms. Prew answered no.

Chairman O'Neil asked could that be something that they come back before us before they do. I see a lot of negatives from a personnel standpoint and I am having a hard time figuring out the upside of this.

Ms. Prew answered we can certainly have the departments that are interested put together a presentation for you as to the upside and the downside.

Chairman O'Neil stated that is just my opinion. I am not speaking for the Committee but I would like to see that before we commit funds. There may be other uses of those funds that would be better served.

Alderman Shea stated you mentioned, Diane, that you would need an additional person working in 2005 or 2006.

Ms. Prew responded well we put the request in this year's budget but that is obviously not going to happen so you can expect to see the request next year and next year we will be pushing hard for that because at that point we will be running short on funds for consultants and it will be more effective to have in-house expertise.

Alderman Shea asked any revenues that you did anticipate raising in FY05 you have not included that in your revenue.

Ms. Prew answered those revenues would not be part of my budget. Those revenues would be counted towards those departments that are responsible for the data. If the Assessor's Office provides the information, those revenues would go to them. If it comes from Planning, Planning would have those revenues in their budget. We don't disperse any of the City's information. We just support it and

we work with the departments and they distribute it as is appropriate. We don't know all of the laws or the ins and outs of that information.

Alderman Shea asked so you are not aware at this stage of any revenues they have added to the FY05 budget regarding your particular program.

Ms. Prew answered that is correct. I am not aware of that.

Chairman O'Neil asked Diane you said when you requested the position was that for the next fiscal year, 2005.

Ms. Prew answered yes.

Alderman Lopez stated Mr. MacKenzie this will probably save a lot of time within the Planning Department. Could you see if some grant money would cover a portion of the position that Diane is speaking of since there will be a lot of planning aspects of it and maybe we can charge that back to a grant?

Mr. MacKenzie responded we could look at that.

Chairman O'Neil addressed Item 4 of the budget:

Resolution and budget authorizations authorizing transfer and expenditure of funds in the amount of \$60,000 (EPD) for FY2002 CIP 712002 FBI Blower Project.

On motion of Alderman Smith, duly seconded by Alderman Garrity it was voted to approve the resolution and budget authorizations.

Chairman O'Neil addressed Item 5 of the agenda:

Resolution and budget authorization authorizing transfer and expenditure of funds in the amount of \$1,000,000 (HOME, HOME Program Revenue, and Affordable Housing Trust Fund) for FY2004 CIP 612504 Old Wellington Road Apartments Project.

Alderman Lopez moved to approve the resolution and budget authorization. Alderman Smith duly seconded the motion.

Alderman Shea stated I know Bob that when we discussed this at a general hearing you indicated that normally there would be one or one and a half. I am just trying to get the impact that this is going to have anticipating that there might be a greater impact on the school situation that we may be at this time understand there to be.

If they are building three bedroom residences there it is obvious that there would be the possibility of having the proportion as indicated 1 child existing there. How many three-bedroom apartments are they planning?

Mr. MacKenzie responded I believe about 1/3 of the units or about 30 are going to be three bedroom.

Alderman Shea replied so that would indicate that there is a great possibility that there would be more than 1.2 children coming out of that particular situation. I am not saying there might not be but it seems to me that when you build apartments that large you are going to have more children there. Is that correct?

Mr. MacKenzie responded we haven't found generally in these type of new units an unusual number. We are actually updating for the school impact review that we are doing now we are going through all of the records and determining how many students come from what type of housing units. That is something we can check but again some of the projects that we have had in the past we haven't had really an unusual number of students coming out of these affordable housing projects. I would remind the Committee that they will be paying, even though to some extent the City is cooperating on this project, they will be paying the school impact fees that any other project would pay and those fees will be going into the school system to help with capacity issues.

Alderman Shea stated the impact fees that we charge are considerably lower than other surrounding communities correct.

Mr. MacKenzie responded not all communities charge impact fees so there are a number of communities in our region that don't charge any so obviously we are higher than those. There are a few selected communities in our region, including Londonderry and Nashua that I know are higher than Manchester's but there is clearly not a majority of communities in the state that charge more than Manchester.

Alderman Shea asked is it possible for a decision to be made that we might be able to upgrade the amount of impact fees that we pay.

Mr. MacKenzie answered yes. We are in the process now. There is actually a legal process that we have to go through. We do have a consultant that is helping our staff. We actually have to determine how many kids come out of what type of units in order to be compatible with the state impact fee laws. We are hoping that that will come out and go first to the Planning Board in the next three months and then to the Board of Mayor and Aldermen for review probably in about six months.

Chairman O'Neil called for a vote on the motion to approve the resolution and budget authorization. There being none opposed, the motion carried.

Chairman O'Neil addressed Item 6 of the agenda:

Resolution and budget authorization authorizing expenditure of funds in the amount of \$20,000 (Affordable Housing Trust Fund) for the FY2004 CIP 612604 JacPac Employee Homeless Prevention Program.

Alderman Shea moved to approve the resolution and budget authorization. Alderman Garrity duly seconded the motion.

Alderman Garrity asked what are we doing to insure that when they were working at Jac Pac, say they come in for assistance, what are we doing to insure that they were Manchester residents.

Mr. MacKenzie stated we would be looking to having The Way Home assist us in providing these to Jac Pac families. You may know that Southern NH Services got a large allocation of funds from the federal government to help Jac Pac people but that is for retraining. That is not for emergency situations where people may be in danger of losing their housing. The Way Home has basically volunteered to assist the City in utilizing this money and helping these employees. Mary Sliney is here and can hopefully answer your questions.

Ms. Mary Sliney stated I am the Executive Director of The Way Home and I also have with me Diane Pitts who is my Senior Housing Counselor. To answer your question, historically when The Way Home has done housing counseling or any kind of housing assistance activity we have found that approximately 95% to 99% of the folks we work with are residents of the City of Manchester when we begin to work with them. We are, though, under contract with the State Office of Housing and Homeless Services and what we did was we put on the table \$10,000 of our state grant. That \$10,000 actually leverages our ability to assist folks who weren't currently members because that is part of our requirement with our state funding. We said how much of our annual grant can we afford to take away from other applicants and dedicate to working with former employees of Jac Pac so we identified \$10,000 in our state contract. We also, with the assistance of the Granite State organizing project, have received a \$10,000 grant from the National Presbyterian Church and the special program they have for disaster assistance because they really felt the closing of this plant and the number of folks laid off could be considered worthy of disaster assistance. So what we are really looking for is some additional assistance to help a current program that we have been operating really on a very small scale. In the updated report I indicated how many

folks we worked with last year. Before we came to the table with what we would be able to do for the folks laid off from Jac Pac we had a grant of \$25,000 from the State of New Hampshire, which is state dollars for homeless prevention funding.

Alderman Lopez asked does anyone know, Mr. MacKenzie I know we got the federal money but does anybody know out of the 500+ from Jac Pac because I am very familiar with the Latino community and a lot of them went back to Mexico because they didn't want to be involved but you indicate there is no money for any type of housing and this is coming out of the trust fund. How do you see the long range for this particular program? They can't afford their rent now. Their rents are too high. Electricity is too high. So there is \$20,000 and I think you have 12 applicants waiting in line if I am reading this correctly. How far is this \$20,000 going to go?

Ms. Sliney responded with the other funds that we are soliciting to strengthen our ability to do this kind of work I am hoping it will bring us to the end of June. How long will the need be? I am looking at this particular need kind of like bell curve, which means it started slowly and it is going to pick up speed as folks severance packages run out and if they are eligible or not eligible how long they are eligible for unemployment and how much unemployment there is. Once their first assistance with...there are a few programs that we assist people to tap into, which are one time only grants. For example under fuel assistance or under the state welfare program and not everybody is eligible for those so we foresee at a certain point that it is going to increase, peak and then start to go down as folks become employed or perhaps move out of the area. I think Diane might be able to add a little bit to that in terms of how we are addressing the need.

Ms. Diane Pitts stated we are meeting with all of the families with an interpreter so that we can treat every family as an individual because all of their needs are very different. One of the things that we have found that people that we have paid the rent for last month have come in and now they have a job or if both adults in the household worked for Jac Pac they may need a little extra assistance. Often times there is one adult working somewhere else. What we are doing is trying to teach them how to do their budget effectively, which has been very helpful. A lot of the people that have come in...as you can see we have seen a lot more people than we have actually had to give financial assistance to. This is because we taught them how to reduce their electricity using the PSNH plan and how to lower their cable bill down to \$6 and things like that they had no idea existed out there in the community. So, education is a very big piece of what we are providing to these families and they do have a very strong work ethic. They don't want welfare, they want to go to work and get a job.

Alderman Lopez asked none of these families are staying at The Way Home though, correct.

Ms. Pitts answered no.

Alderman Lopez asked Mr. MacKenzie on the Affordable Trust Fund how much money do we have in that right now.

Mr. MacKenzie stated a good portion of that last project that you allocated would be coming out of it so if you took out the Old Wellington Road project it is roughly \$2 million.

Alderman Lopez asked \$2 million left.

Mr. MacKenzie answered left in the trust fund, yes.

Alderman Lopez stated I am very familiar with The Way Home and I have been over there and witnessed the good work that you do. I am afraid that \$20,000 to help 12 people is a good start but come June you know where are we going to be? I would just remind the Board that the trust fund money there is to help people like this with housing. I support this and hope that we don't have to come back but if we do have to come back maybe we could have a few extra dollars and a better program throughout the whole City.

Chairman O'Neil called for a vote on the motion to approve the resolution and budget authorization. There being none opposed, the motion carried.

Chairman O'Neil addressed Item 7 of the agenda:

Resolution and budget authorization authorizing acceptance and expenditure of funds in the amount of \$5,260 (Other) for the FY2004 CIP 711204 LED Program.

On motion of Alderman Smith, duly seconded by Alderman Lopez it was voted to approve the resolution and budget authorization.

Chairman O'Neil addressed Item 8 of the agenda:

CIP Budget Authorizations:

811103	Senior Center – Revision #3
713004	Crystal Lake Water Quality Improvement Project – Revision #1

On motion of Alderman Smith, duly seconded by Alderman Lopez it was voted to approve the CIP budget authorizations.

Chairman O'Neil addressed Item 9 of the agenda:

Communication from Alderman Shea recommending consideration of funding a master plan for Stark Park, working in conjunction with the Parks and Recreation Department.

Chairman O'Neil stated it might be appropriate to hear from Alderman Roy who has held a neighborhood meeting. We also have an item further down on the agenda, Item 13, which we can maybe roll in at the same time here.

Alderman Roy stated I would like to speak to Items 9 and 13 and thank Alderman Shea for his assistance in getting this in front of the Board as well as the CIP Committee. We had a ward meeting this past Wednesday evening. It was attended by roughly 50 members of the community, all with concerns focusing on Stark Park and some of the illegal behavior there. We have taken some great strides in not only working forward on the short-range plan but working on the long-range plan of the park revitalization. An organization called The Friends of Stark Park is being formed and right now it is running under the guidance of Gail Vanesse of For Manchester so we have some very wonderful committed community players involved in making a difference in the park. I do want to also thank Alderman O'Neil for attending that meeting at which he spoke eloquently regarding some of the problems and some of the potential. At this point I would like to turn the conversation over from problems to potential and ask that this Board recommend or go with what the Mayor suggested, which is a Master Plan revitalization, which will be included in next year's fiscal year budget and also to work with the Police Athletic League on their proposal of taking some ownership of the park and helping us to curb some of the illegal activity and present a playground is not prison approach to City's youth.

Chairman O'Neil stated the PAL officer, Brian O'Keefe is here if anybody has any questions for him. If I may, the one thing I suggested to Alderman Roy is the Mayor has recommended a Master Plan for Stark Park but if I recall there are a couple of other Master Plans out there and I think one of the discussions we have to have is does it make sense to have one firm doing all of the Master Plans or do we break up one for Stark Park, one for Crystal Lake, etc. and I think that is one we have to have with the Director of Parks & Recreation at some point as we go into the budget process. That would be my only thing. Does it make sense to group them all together or does it make sense to do them as individual projects?



Alderman Shea stated I think I was kind of using precedence when I referred the Master Plan in conjunction with Ron Johnson because I called him and I want to use the precedence when Prout's Park was being renovated a gentleman came and there was about a \$15,000 appropriation at that time to form a Master Plan for Prout's Park. That is really what I had in mind when I did suggest that there be a Master Plan and simultaneously the Mayor indicated that there was a meeting at City Hall that same day. I guess what I am trying to say is the sooner they start on a Master Plan, whether it be in conjunction with what you are mentioning or individually it would make no difference in my judgement but the sooner the better because obviously there is a need to utilize the park and there is a concern that you have expressed, Alderman O'Neil for the Police Athletic League to begin using that area in conjunction with all the other aspects.

Chairman O'Neil stated my point, Alderman Shea is if we have four Master Plans at \$20,000 each and we pay a total of \$80,000...if we have one plan to address all four we might be able to save a few dollars. That was my point with that.

Alderman Shea responded I agree with that.

Chairman O'Neil stated I know there are a number of requests for Master Plans.

Alderman Lopez stated I would like to offer a solution to the Committee. Looking at Stark Park and the Police Athletic League and a Master Plan there, along with Crystal Lake, I want to bring to your attention that the CIP Department and they can speak to it but they have recommended \$75,000 in the annual parks maintenance program, which I believe in having some discussion if Ron Ludwig could come up and explain something here that they could accomplish the Master Plan for Stark Park along with the Police Athletic League and at the same time Crystal Lake. Regarding what you are speaking about, Chairman O'Neil, I think that is a different issue that we need some clarification of the \$45,000 that we have in CDBG money for Parks & Recreation Master Plan as for the definition of Master Plan versus what are parks needs. In order to get some of this out of the way as far as Stark Park, the PAL League and Crystal Lake, I believe it can come out of the \$75,000 out of account 511005 and if the Superintendent wants to speak to it, I would appreciate it. On Page 3 of the CIP budget they put in \$75,000.

Mr. Ron Ludwig stated the allocation for the annual parks maintenance program came forward a few years back during the CIP budget process when we had conversations with the Planning Director and our indication was at that time that we got several requests from Aldermen to try to go in and help leagues or there were what I call black hole items that did not fit into the park operating budget but in fact took a little bit larger allocations like \$5,000 or \$10,000 or \$15,000. There were also issues regarding fencing and things like that we just couldn't take care

of in the operating budget. In that year about \$125,000 came forward for us to accomplish those items that just didn't seem to fit anywhere else in any type of budget. Since that time, the number has come down significantly. To answer your question specifically and simply we could take the money out of there, however, that starts to defeat what the real purpose and intent of the program was. Can it be done? Yes. The other thing is I just want to caution the Board members because Alderman Shea was certainly on to something when he said this is the right way to get a project started and doing the proper planning but when we talk about a \$15,000 roughly give or take Master Plan for a place like Stark Park it doesn't bring forward all of the needs that we would need to look at in terms of engineering and surveying and those kinds of dollars. Those kinds of dollars are definitely outside of the scope, however, an allocation like \$15,000 gets you started in terms of public meetings and gatherings and just getting something down on paper for projection uses only. They don't really get into the specifics of what it would cost to say construct a field. There are issues but it certainly can be done. That is what I want to let you know. Crystal Lake is a little bit larger and there is a more comprehensive need in terms of the body of water and land acquisition that has recently taken place down there. They have a very active group, the Crystal Lake Preservation Area and how you might want to incorporate maybe some playground use into a very passive park use right now to try and gain a little bit more use in that specific area so it all can be done but allocations in the \$15,000 to \$20,000 range for planning typically don't get everything you need to turn that into a construction document is what I want to bring forward so the Committee realizes that. It definitely gets you started on the right track in the planning process.

Alderman Lopez stated that is the point I wanted to make versus the Master Plan and versus Table 2 of the CDBG money where \$45,000 is allocated for Parks and the McDonald's thing on the park that we did years ago doesn't give you a Master Plan for \$45,000 for the City it just tells you what is wrong with the parks and what the priorities are. Could the Planning Department speak to that?

Mr. MacKenzie stated I think the last overall parks plan and we have roughly 75 parks but in the early 1990's there was a plan called the Recovery Action Plan and that said of those 75 parks which ones were used for which programs, where do we need more soccer fields, what are the programs, which parks are in the toughest shape and which ones receive the most usage. From that and that is not the same as the Master Plan that you are talking about, it is not a detailed construction plan but it is important to lay out which parks should be done first, where should we move the ball fields as those needs grow and that is the purpose of the Table 2 money is to have an overall concept of how do we attack it when we have an increase in soccer or lacrosse and where do we find the space for those.

Alderman Lopez stated I would recommend that we move ahead and let the Director of Parks & Recreation take the money out of the \$75,000 for a Master Plan for Stark Park and Crystal Lake. I think they can accomplish that as he indicated.

Alderman Shea duly seconded the motion.

Chairman O'Neil stated let's clarify what the Director said. A couple of things. He said and Ron stop me if I am wrong but the \$75,000 is actually for maintenance items, correct. You mentioned fencing and some of the little miscellaneous things that are incorporated as part of your operating budget so by taking the money out of there that means that things are not going to get done at other parks. If we think Stark Park is a priority, which I think it is, we should come up with funding. We shouldn't be stealing from another park to do it. We should step up and say this is what we need to do there. I don't think for \$15,000 we are going to get both Crystal Lake and Stark Park done.

Alderman Lopez stated I have another suggestion. I agree with you and there is \$20,000 that we haven't spent whatsoever that Mr. MacKenzie has from 2004. We have been waiting for a direction. Why don't we give that \$20,000 to Parks and that would take care of this problem? Do you want to talk about the \$20,000 we have left from 2004 just sitting there waiting for some direction?

Mr. MacKenzie responded yes there was and I think it is about \$17,000 that the Committee had kind of held in abeyance because there was the issue of graffiti. That money has not been allocated. Those are balances from older CIP cash projects. There was discussion on how to attack the issue of graffiti so they have not allocated it. You could allocate it towards the Stark Park Master Plan.

Chairman O'Neil stated I have a question for the Deputy Director of Public Works. Kevin, have you guys planned on as part of the Mayor's recommendation to go forward with the graffiti program, that money?

Mr. Kevin Sheppard responded the Mayor has funded the graffiti program out of our budget. Partially out of this year's budget we are going to be buying the equipment and in next year's budget...

Chairman O'Neil interjected was that coming out of this \$17,000.

Mr. Sheppard responded no it wasn't.

Chairman O'Neil stated I would suggest that we move that \$17,000 to Stark Park. I don't think you are going to get a quality job done at either Stark Park or Crystal Lake for \$17,000.

Alderman Lopez responded I don't think you are going to get a quality Master Plan for either one and it is going to cost you a lot more money in the end if you decide to do Stark Park or Crystal Lake. I think \$17,000...being a Parks Commissioner for 18 years can go a long way in developing a plan for Stark Park and Crystal Lake and if we give them the \$17,000 he has \$75,000 and if he needs to skim \$4,000 or \$5,000 off of that I think he can come back with a good plan.

Chairman O'Neil stated I would rather see us...Ron works with some different consultants...unless you know tonight Ron what figure is in the ballpark but I would hate to see us low ball this and not get a quality project because we didn't put enough money in it.

Mr. Ludwig responded the only thing that I want to make clear if I didn't originally is that when you are talking in the \$15,000 range for some type of plan you are typically not talking about a document coming forward that is going to allow you to basically go out and have all of the surveying and engineering done as part of that plan. That is a far more extensive plan that gets you to that endpoint where we can come in here next year and say in order to take care of these problems at Stark Park we are talking about a number to plug into the CIP budget. This type of plan is ballpark figures that don't always hone in on the specific issues of drainage and the engineering that needs to be done to redo that ball field at Stark Park or those kinds of problems. We get a plan but we don't get a sophisticated plan that we may need to move a CIP project forward.

Alderman Shea stated if I recall, the gentleman that was a park architect sat down with the residents around Prout's Park and gave them an outline of what it would cost in order for the park to be renovated and we divided it into four phases if you recall. This is similar to what my visualization of Stark Park would be. In other words, have someone go up there who is an expert and say you have so much area and devise a plan that would fit into the expenditures that the City can afford plus give a general outline of what it would cost so that it may be necessary for the residents there to say we can phase these particular types of expenditures in over a three year period if it runs into that type of a proposition similar to what we are trying to do in different areas and that is really...you have to have a starting point. In other words, if we don't do anything tonight than who knows when it is going to come up again. Things get lost in the shuffle and I think it is important that we do something tonight. They have a problem there and the people who are bad guys up there will get the message that now all of the sudden something will be done plus there will be encouragement on the part of the people and the residents

in that section to see what is going to be done in terms of future planning and the momentum will build up. I think that we should go along with whatever amount we have.

Chairman O'Neil responded I don't have a problem if you are just talking about Stark Park but Alderman Lopez was saying Crystal Lake as well and that is not fair for either of those projects. \$8,000 or \$8,500 is not fair for either of those projects.

Alderman Lopez replied I think he said he could do it.

Chairman O'Neil responded that is not what he said, Alderman.

Mr. Ludwig stated again if you are willing to live with the types of plans that Alderman Shea is alluding to I would have to take some additional funds out of the annual maintenance program.

Chairman O'Neil stated why don't we just do Stark Park. I am working with Alderman DeVries as we are going through the CIP process here to identify some funds for Crystal Lake. Let's take care of the immediate need, which is Stark Park.

Alderman Lopez moved to transfer \$17,000 to Parks & Recreation for the Stark Park Master Plan. Alderman Shea duly seconded the motion.

Mr. Ludwig asked could we come back with...I really think that Crystal Lake is going to take a little bit more money and I would like to talk about that internally so that we can come back with a real number.

Alderman Lopez answered that is fine. You might need \$15,000 for Stark Park and have some money left that you need to add to for Crystal Lake. I have no problem with that.

Alderman Smith stated we are talking about various parks and I just submitted a letter to you today in response to your request for various CIP projects. One of the parks I am very interested in in my ward and as Ron will attest to it got washed out a few weeks ago and there is graffiti all over the place. They can't even practice baseball down there. That is how dangerous it is. I was looking at Community Development Block Grants and the \$45,000 for Parks & Recreation Master Plan. Can't we utilize that money?

Chairman O'Neil responded we seem to have an immediate need at Stark Park because of the illegal activities that are going on up there. We need to get that

moving. I believe we should approve...I am not sure \$45,000 for a Citywide Master Plan is enough money. So you have concerns and Alderman DeVries has concerns and I know Alderman Garrity has some concerns with Brown Mitchell field. I think we need to give the CIP budget process a little time to work out here. That is what I am suggesting.

Alderman Smith stated not to put the Director on the spot but in a ratio of 1-10 what would you classify the Piscataquog River Park.

Mr. Ludwig responded it doesn't make a number. It is in pretty poor condition.

Alderman Roy stated I do commend my colleagues for putting this on the front burner and I do believe that in working with the Parks Department that getting going on a comprehensive plan will assist the neighborhood in taking back that park as a community park. There are a number of organizations that have contacted us in the last three to four weeks because of the press and because of the community involvement that we have achieved and by going forward with the plan at this time we will be able to capitalize on a lot of their interest and some of the private donations. I will also pledge to my other Aldermen that I will be the first person to step forward to help you with your City parks. I really thank you for going forward with this in an expedited manner.

Chairman O'Neil called for a vote on transferring \$17,000 from old unused CIP cash projects to the Parks & Recreation Department for a Master Plan for Stark Park. There being none opposed, the motion carried.

Mr. MacKenzie asked does the Committee have a problem if we prepare amending resolutions and budget authorizations and forward them directly to the Finance Committee or would you like to see them again.

Chairman O'Neil responded no that is fine. While we are on the subject, why don't we bring up Officer O'Keefe to talk a little bit about PAL's interest and kind of a win-win for everybody with the lower part of Stark Park?

Officer Brian O'Keefe stated basically our lacrosse program is in the biggest greatest need of a field. Typically the field situation in the City they do a fantastic job but it is very difficult to get the adequate field space we need. Our lacrosse program has grown over 800% since 1998 when we started. We now have five youth teams for boys and three youth teams for girls. We implemented this sport in the three public high schools and they actually started tonight. The boys were planning over at West High School and I stopped by and they are winning 3-0 if anybody cares. That lower ball field would be great for a lacrosse field and basically we would have a place to call home so to speak and let the kids play

there and practice there. One of the biggest things in my community policing experience is called CPTED, which stands for Crime Prevention Through Environmental Design and the CPTED approach for this field would be fantastic because basically the Crime Prevention Through Environmental Design would be what has been taking place up there like putting rocks in the streets so there is no way for the illegal activity people to drive around. We would have police presence up there. We would have activity. We would have kids. I really believe as a police officer for the past eight years that that would prohibit or at least deter some of these criminals from going up there and engaging in illegal activities.

Chairman O'Neil asked am I correct that PAL may have resources...there are people approaching PAL all of the time. At one point you had a contractor ready to donate all kinds of services correct.

Officer O'Keefe answered yes. We have had numerous people from engineering firms and construction firms...some people have a hard time saying no when they are approached for a good cause and I really believe that we can get this done in a partnership with the City for a minimal cost.

Chairman O'Neil asked is there a motion to allow PAL to go forward working with Parks & Recreation with the lower field at Stark Park.

On motion of Alderman Shea, duly seconded by Alderman Garrity it was voted to allow the Police Athletic League to go forward with using the lower field at Stark Park for their lacrosse league.

Alderman Lopez stated just for clarification so that there is no misconception here and I think it needs to be cleared up unless I am the only one that doesn't understand it. Sam, I think it was explained once that the \$45,000 is not for a Master Plan. I think the wrong terminology is used here. It is to update the parks recreational facility. It is just a general view of how many parks we have and how many softball fields and what we need to do in the long term. It is not a Master Plan for any particular park correct?

Mr. Sam Maranto replied it is our thought that those funds would be utilized to review all of the parks and identify what the deficiencies are so we can develop a process of prioritizing. It wouldn't be construction documents per say or things of that nature. It would just be to look at each park and identifying the facilities that we have like Mr. MacKenzie alluded to before.

Alderman Shea stated we did have a presentation, Sam, on the GIS. I don't know if that would be a resource for your research into the parks or development of an upgraded plan.

Mr. MacKenzie responded yes. I know that Parks & Recreation is going to be working with the GIS to categorize all of the information there. That will make it a lot easier to do that Master Plan.

Chairman O'Neil stated what I had hoped or envisioned in this whatever you want to call it, Master Plan, was exactly what Sam said. What are the priorities? What are the worst facilities in the City? What are the needs at those facilities? What are the current uses? Do we have too many softball fields? Do we not have enough? Do we have too many soccer fields? Do we not have enough? The plan that they are talking about is almost 15 years old and a lot of things have changed in this City in 15 years. Those are some of the things that I hoped we would be able to address, not so much design but more of a needs assessment to be done at the 70+ parks in the City.

Chairman O'Neil addressed Item 10 of the agenda:

Communication from the Director of Planning advising that the YMCA is seeking an additional \$100,000 in funding toward the YMCA Dormitory-Accessibility Project as a result of unanticipated costs relating to life safety requirements.

On motion of Alderman Lopez, duly seconded by Alderman Shea it was voted to receive and file this item.

Chairman O'Neil addressed Item 11 of the agenda:

Petition for discontinuance of a portion of Sagamore Street between Smyth Road and Hall Street.

On motion of Alderman Smith, duly seconded by Alderman Garrity it was voted to recommend that a portion of Sagamore Street between Smyth Road and Hall Street having never been opened, built, nor used for public travel be released and discharged pursuant to RSA 231:51 with the note that the City does have an easement on Sagamore Street that will continue.

Chairman O'Neil addressed Item 12 of the agenda:

Communication from the Deputy Public Works Director seeking approval for the purchase of nine police cruisers and two survey vehicles as authorized by the Mayor transferring \$204,000 from the Police Department's budget and \$46,000 from the Highway Department's budget for this purpose.



Alderman Smith moved to approve the request. Alderman Shea duly seconded the motion.

Alderman Shea stated my understanding and I am not sure but within your present budget you have enough money to fulfill the obligations that are listed here correct.

Mr. Sheppard responded we have transferred \$46,000 from our contract line item for two survey vehicles and the rest of the money, the \$204,000 has come from the Police Department salary budget. They actually transferred that money.

Alderman Shea asked they are transferring present year money.

Mr. Sheppard answered yes FY04.

Alderman Shea asked so there is no impact at all as far as FY05.

Mr. Sheppard answered that is right.

Chairman O'Neil stated I think in the Police Department that they had a number of people activated for military service and that is where some of that is coming from.

Alderman Lopez asked is this in addition to the MER account.

Mr. Sheppard answered typically in the past few years the MER cash has been very minimal so we are looking at ways and the Police Department is looking to do the same thing to purchase vehicles within our budgets and this is an alternate source of funding versus the MER.

Alderman Lopez asked but we are still going to purchase more under the MER.

Mr. Sheppard answered right and I believe next year in the Mayor's budget he proposed \$200,000 - \$50,000 for maintenance and \$150,000 to purchase vehicles.

Alderman Lopez asked how many police vehicles are we going to get once we approve this.

Mr. Sheppard answered this approval is for nine police cruisers and what we are looking at actually doing is trading in six of those cruisers or sending them straight to auction and using those proceeds to buy an additional police cruiser and the three other cruisers will be recycled back in to the departments.

Alderman Lopez stated I just want to point out that there are nine police cruisers plus an additional one.

Mr. Sheppard responded that is what we are hoping. The Finance Department is recommending that they go straight to auction versus going off to other departments so we are going to try that option and hopefully we are going to get more money versus recycling them.

Chairman O'Neil called for a vote. There being none opposed, the motion carried.

Chairman O'Neil addressed Item 14 of the agenda:

Communication from Alderman O'Neil regarding the synthetic turf for the Clem Lemire Sports Complex at Memorial High School.

*(Note: At the 3/16/04 meeting it was voted to have City staff research both companies and report back to Committee with their recommendation.)*

Chairman O'Neil asked, Kevin, can we receive and file this because it is a dead issue.

Mr. Sheppard answered correct. Gilbane has awarded the contract for synthetic turf.

On motion of Alderman Garrity, duly seconded by Alderman Shea it was voted to receive and file this item.

### **TABLED ITEMS**

17. Communication from Kevin Sheppard submitting a draft policy/procedure for Fleet Management/Motorized Equipment.

On motion of Alderman Lopez, duly seconded by Alderman Smith it was voted to remove this item from the table.

Alderman Garrity stated I think everybody knows my position on the Airport Assistant Directors. I don't believe they should have the cars for personal use and I would like to move to discontinue that policy.

Alderman Shea duly seconded the motion.

Alderman Lopez asked where is the letter from the Solicitor or Harry Ntapalis. Does anybody have it?

Alderman Smith responded I have the letter from Harry.

Alderman Lopez stated I think that...Mr. Dillon, I just want to clarify in my own mind that you have your own insurance correct.

Mr. Kevin Dillon responded correct.

Alderman Lopez stated and secondly you are going to implement the policy that only they operate the vehicle and they can't have their families or relatives in there.

Mr. Dillon responded the agreement that they had when they were employed does allow them to have their families in the vehicle. They can't operate the vehicle but they can ride in the vehicle.

Alderman Lopez replied my understanding from what Harry Ntapalis said is that we could be held liable.

Mr. Dillon responded I am not too sure that Harry was responding to the Airport situation. The Airport's insurance is separate from the City.

Alderman Lopez stated I know that some Alderman made a compromise in reference to the Airport because they had their own insurance and whether or not this was going to continue after these people left and I think your response was no you wouldn't continue that.

Mr. Dillon replied my recommendation would be to grant the exemption for these five Assistant Directors since they were committed this vehicle when they were hired as part of a compensation package. It would certainly be my intention that as those jobs become vacant in the future that the practice not be continued but eliminated through turnover.

Alderman Lopez stated in looking at the letter and the insurance coverage that the Airport has and understanding the agreement of grandfathering I don't know which Alderman said that but I agree with City policy here that you cannot be carrying your family in these vehicles because we don't have insurance for that on the City side because we are self-insured. I will ask Alderman Garrity what his philosophy is.

Alderman Garrity asked Kevin when these Airport Directors were hired it was before Yarger Decker correct.

Mr. Dillon answered that is correct.

Alderman Garrity asked so you state that it was part of their compensation package. What was their salary when they were hired versus what it is today? My point is that it is a lot higher is it not?

Mr. Dillon answered I can't really tell you that their salaries are higher but they have certainly gotten salary increases since that time.

Alderman Garrity responded well I can tell you that they are because I have done some research. I don't feel it is right. We don't do it for any other City employees. They can't go to the movies with them or take their family out to dinner and things like that. It is just not a good policy.

Chairman O'Neil replied I don't necessarily disagree with you but I think Alderman Porter summed it up best the last time we talked about this. Alderman Porter I don't want to quote you but I think it was something to the effect that there was an agreement made and whether we agree with it or not there was an agreement made and it was a condition of employment with these people. I am not particularly happy about it but I am going to support exempting the five Assistant Directors and the Director has made it very clear that if any of those positions become vacant he will not have that as a condition of their employment going forward.

Alderman Smith stated I just happen to have the agreements here and they were signed on November 3, 1994, which was before Yarger Decker. My concern previously was the liability but from what I understand from the Airport and so forth they are self-insured and they are not on our insurance. I can understand Alderman Garrity's concern and mine was liability but this is...as far as I am concerned it is a basis of hiring. There was a verbal offer made and then put in writing by Mr. Testa at the time who was the Airport Director. I think that we can tolerate the situation and if the Airport Director says that when these people retire the practice won't continue that should be okay.

Chairman O'Neil asked can the Clerk remind us of the motion.

Ms. Lisa Thibault replied the motion made was to discontinue the policy.

Chairman O'Neil asked and that was made by Alderman Garrity and seconded by Alderman Shea.

Ms. Thibault answered yes.

Chairman O'Neil called for a vote. The motion failed with Aldermen Smith, Lopez and O'Neil voting nay.

Alderman Lopez moved to authorize the Airport Director to continue the policy of providing vehicles for business and personal use to the current Deputy Directors at the Airport until such time as the employee vacates the position. Alderman Smith duly seconded the motion.

Alderman Garrity stated just for public record I want to state where these cars are going. They are going to Newmarket, Contoocook, Chester and Peterborough. Peterborough is a good distance away. I think it is a waste of money and I realize that it is Enterprise funds and not taxpayer's money but it is just bad policy.

Alderman Lopez stated I want to thank Alderman Garrity for mentioning that because it is an Enterprise and it is federal money. It is a massive airport and I think in this particular case where somebody was hired with that condition that we take action but not cut them off at the ankles.

Chairman O'Neil called for a vote. The motion carried with Aldermen Shea and Garrity being duly recorded in opposition.

Chairman O'Neil asked can we now get a motion on the overall policy/procedure for Fleet Management/Motorized Equipment.

Alderman Lopez moved to approve the policy/procedure for Fleet Management/Motorized Equipment with the stipulation that Harry Ntapalis' recommendations are made.

Mr. Sheppard stated I believe that is under Item 5, letter B, number 2 Limited Local Travel regarding transporting of immediate family to work or school while driving to work. Most of the respondents as you can see said they did do that so we would have to send out a memorandum to every department saying that is no longer...I know discussions in the past revolved around the fact that a lot of City employees do take their vehicles home and on their way to and from work may have to drop off or pick up their children from school. I guess what they will have to do is take their personal vehicle to drop off their children and go back home and get the City vehicle.

Alderman Lopez replied right. I am making the motion that we pass the document but it has to be changed according to Harry's recommendation that this no longer be a practice.

Chairman O'Neil asked can I see the letter.

Alderman Garrity duly seconded the motion to approve the Fleet Management/Motorized Equipment policy/procedure with the change. Chairman O'Neil called for a vote. The motion carried with Alderman O'Neil being duly recorded in opposition.

Mr. Dillon asked can the exemption for the Airport when you refer it to the full Board be referred to the meeting on May 4 as I will be away for the next Board meeting.

Mr. Sheppard stated I do have an update on Item 18 if you want to take that off the table.

Communication from Robert MacKenzie, Planning Director, regarding a request that the City consider making various safety and aesthetic improvements along Dean Avenue at a cost of \$9,800.

On motion of Alderman Lopez, duly seconded by Alderman Garrity it was voted to remove this item from the table.

Mr. Sheppard stated I know this has sat on the table for awhile. I believe Mr. Mansback wrote a request for \$9,800 for lighting and some brickwork on Dean Avenue or Dean alley. We had taken a look at that number. It appears reasonable and then we went out to get pricing on Amoskeag lighting for that, which would be typical of the downtown area of the City – Stark Street...believe it or not the Amoskeag lighting is fairly expensive. By adding Amoskeag lighting instead of the lighting that Mr. Mansback was proposing, that moves the estimate from \$9,800 to \$18,000. That is just information that I wanted to provide. If the Committee wants to move forward with improving Dean Avenue that is another option. We can go with the basic lighting that Mr. Mansback requested or we can upgrade to Amoskeag lighting.

Chairman O'Neil asked have we identified the funding source.

Mr. MacKenzie answered yes. There is a funding source for this. We wanted to bring it to the Committee because there were some questions on whether it met the Highway Department standards, which apparently it does. We also have spoken with Paul Mansback about the issue of Amoskeag standards and he recognizes that

it is a good standard for the downtown. Generally speaking, we would still recommend the \$9,800 but encourage Mr. Mansback basically to incur any costs over that to do the Amoskeag standard. There is actually no need for the Committee to take an action on this. The money is available for the project but we did just want to make sure that it was coordinated with Highway and the Committee was aware of it.

Chairman O'Neil asked how can we be assured that it will be done to our standards. You said you are recommending that to them.

Mr. MacKenzie answered Bruce Thomas from the Highway Department has been reviewing the plans and has generally been comfortable with those. I think that most of the work will be done under inspection of the Highway Department.

Chairman O'Neil asked so are you saying that it will be guaranteed per the direction of the City.

Mr. MacKenzie answered it is a City right-of-way. It is City property.

Chairman O'Neil asked how are they going to pick up the difference in cost.

Mr. MacKenzie answered I know they have been looking at the issues of the Amoskeag standards and what options there were to recreate the Amoskeag standard. They are more expensive in their traditional cast iron molds but they are looking at options such as aluminum standards that are also Amoskeag.

Chairman O'Neil asked, Kevin, would that meet the requirements of the Highway Department.

Mr. Sheppard stated it would be a different type of fixture but in that location I think it is the appearance that is important. We could work with Planning and Mr. Mansback.

Alderman Shea stated you said, Mr. MacKenzie, that the funding was available. What is the source of funding that would be used?

Mr. MacKenzie responded there is actually a Downtown Municipal Infrastructure project that is funded from a special revenue source, which can only be used for the downtown. That is the Central Business District revitalization fund.

Alderman Shea asked is there any other funding in that project besides the \$9,800.

Mr. MacKenzie answered yes. There is a total of \$300,000, half of which is Central Business District revitalization and half of which is CDBG and there are some streets that are also being redone such as Lowell Street and other areas that qualify in the Central City.

Alderman Smith stated I know where Dean Avenue is very well. What if somebody on the other side of that back street said they want to go down to Franklin Street on that sidewalk? We have a 50/50 sidewalk program. I am just saying that it runs by the Hungarian Restaurant to the back street. What are you going to do if the people in the building next door want to have that done?

Mr. MacKenzie responded I think we would look at the budget and review that with Highway. Again, it is probably going to be a minimal amount of money in that area because there will probably be no set lighting so repaving it with bricks or whatever would be a relatively small cost. We would look at that with the Highway Department...this case is perhaps more important to get going because the McQuades building is being renovated and the light standards would actually be attached to the buildings rather than being a light pole in the alley. So while McQuades is being renovated is the time to get these light standards attached to the building. I am sure we would consider it if it were extended out to Franklin Street.

Chairman O'Neil asked do you need us to take any action.

Mr. MacKenzie answered no there is on action required.

On motion of Alderman Garrity, duly seconded by Alderman Shea it was voted to receive and file this item.

#### 15. Derryfield Country Club Project.

On motion of Alderman Garrity, duly seconded by Alderman Smith it was voted to remove this item from the table.

Chairman O'Neil stated hopefully you all have a letter from Mr. Ludwig in front of you.

On motion of Alderman Lopez, duly seconded by Alderman Smith it was voted to move the Derryfield Country Club Clubhouse Project forward noting that after further review it has been determined that the project can be completed within the allocated budget.



16. Derryfield Park Rehabilitation Phase II.

This item remained on the table.

There being no further business, on motion of Alderman Smith, duly seconded by Alderman Shea it was voted to adjourn.

A True Record. Attest.

Clerk of Committee